

**TOWN OF ALTON
ALTON PLANNING BOARD**

**November 12, 2009
APPROVED 12-8-2009**

Members Present: William Curtin, Chair
Timothy Roy, Vice Chair
Scott Williams
Thomas Hoopes

Others Present: Sharon Penney, Town Planner
Stacey Ames, Planning Assistant

I. CALL TO ORDER

William Curtin, Chair, called the meeting to order at 5:10 p.m.

II. APPOINTMENT OF ALTERNATES

There were none.

III. DISCUSSION

Timothy Roy and Tom Hoopes presented report of the 2010 CIP.

HIGHWAY DEPARTMENT

After review it was decided to keep the steamer in the budget; this is to replace the existing one which is shot.

They would like to remove the Vibrostat Roller; it doesn't make sense as rental would save money and eliminate the need for maintenance. As more roads are being hot-topped, there will be less of a need for this item. Most large paving companies are going to grade and roll themselves before applying hot-top.

W. Curtin asked if the Highway Department has a vehicle replacement account. There is a capital reserve, but not specifically for vehicles. T. Hoopes explained that the proposal of the CIP is to budget ahead for large items; for example \$10,000 per year for a \$100,000 item with a 10 year life span. This keeps line items even. There was discussion concerning where maintenance of highway vehicles come from. Capital reserves to replace specific vehicles/items were discussed, and the reason why they are no longer done.

T. Hoopes pointed out that some items can be leased – items 3, 6, 12, 13, 16, 18, and 20 can be part of a lease program they would like to look into. Where this really has come into play is with the Police Department; they are looking at a fleet agreement for 5 vehicles with 4 payments of \$48,000. S. Williams said they have added a fire command vehicle for an additional \$9,000 per year. This doesn't have to be limited to the police department; it can be the whole municipality.

S. Penney pointed out that as of the end of 2008 Highway Department Equipment had \$134,000. This fund was created 3/15/2001; she doesn't know what is left in there now; there is some left.

Item #4 is a backhoe; this is a workhorse, so it stays in the budget. The straw blower is crossed off, as the CIP Board would like to see people rather than a machine doing this. Item #7 is a pickup with an enclosed utility box; this has been scratched as they feel it is not a necessity as or the disabled vehicle can be trailered back to the building or repairs can be done in the field without the need for a maintenance truck.

Item #8 is a chipper; this is to replace one that is worn out and has been rebuilt repeatedly. This is a cost of \$17,000; this is slated for replacement in 2011.

The Highway Agent truck, a ½ ton pickup, will be a new purchase, not a replacement. The 5500, which is a 6-wheel, will be purchased to replace the 1-ton. There was discussion concerning use of the word new in a warrant article; if you use the word new in the wording of the warrant article, you have to purchase new.

The Mack 6 wheeler is a potential candidate for the municipality program.

They would like to keep money going toward a new grader; if that vehicle is kept out of the plowing route and only used for snow removal when necessary, they could get another three or four years out of it.. It may be more beneficial to look at a 1-ton or a 6-wheel plow truck.

The four-ton trailer should be scratched. It's used to carry culverts that could be put in the back of a dump truck. There is a 20-ton trailer that has just been rebuilt; the mechanic could rebuild the existing smaller trailer.

There was discussion concerning the highway agent's truck, which is a ¾ ton pickup. This is slated for replacement in 2012; money will be put aside for this for the next couple of years. This could go into the leasing program. The present truck is a 2006 with 52,500 miles on it. This is staying in.

W. Curtin questioned whether the 6-wheeler is going to be purchased outright or leased in 2013. The plan is to purchase in outright, but the CIP board is suggesting that it be leased. There was discussion concerning the logic of funding for future purchases.

The backhoe, the pickup, the steamer, and the Ram are in. W. Curtin suggested keeping those four in and putting an additional \$60,000 - \$80,000 into a fund to build for future needs.

\$157,384 is being asked for at line 9; is this being funded this year? No, items are funded in the year they come due or are slated for purchase.

There was discussion concerning items that would need to be a separate warrant article.

S. Williams spoke about the capital reserve for the new fire department building; there is grant money but the town has to come up with 20%. There was discussion about the difficulty of making an informed decision when most people do not know the balance in the funds from year to year, or what the money has been spent on. S. Williams suggested a handout to explain the funds.

Members discussed the logic and reasons for CIP. There was further discussion concerning the efficacy of leasing equipment over time rather than buying outright. The thought was put forward that even though the economy is bad, now is the time to get this started. S. Penney stated that this is a good stand for the Planning Board to take, because the line item approval isn't going to fly. S. Williams is willing to go with the CIP Committee as a Board to preach the case.

CIP Committee has a hard time getting people because they feel that it is a waste of time; at one time there were seven people on the committee; now they have a hard time getting three people to volunteer.

T. Hoopes wants to find out what the penalty is if the town does not have a CIP; he thinks there are certain things connected with it that the town may not be able to get if there is no CIP. There was further discussion about the need to do something now, rather than waiting until the economy improves. There was discussion as to how the funds in a capital account can be spent and who can allocate them.

CIP Committee meeting with the Board of Selectmen is Monday, November 16 at 5:30 p.m.

Back to line item #13 – Mack 6-wheeler should be Municipal Rollover Acquisition (MRA)

W. Curtin – no problem with \$10,000 for the sand shed, \$750,000 for road reconstruction or \$10,000 for bridge reconstruction. No problem with replacing many of the items on the list, but would like to see a capital reserve fund set up. Planning Board would like to have \$200,000 to \$250,000 annually in the capital reserve fund; finally settled on \$250,000 annually.

Item #15, the sweeper will be an important item as the EPA is going to begin requiring that a high percentage of whatever sand is put down has to be reclaimed.

The bottom line is coming out to \$1,239,000 minus \$8,700 for the straw blower and minus \$106,000 for the stat roller. Scratch items 9 – 20 and call it capital reserve with \$250,000 lump sum for vehicles.

The Planning Board is recommending a bottom line of \$1,020,000 for the Highway Department; this includes the \$250,000 for the capital reserve, \$750,000 for road construction, \$10,000 for bridge reconstruction, and \$10,000 for the sand shed.

Item 2 and 5 have been deleted. Number 7 is a non-entity and #8 is not being considered for this year. Items 9 – 20 are being covered by the \$250,000 future equipment capital reserve. Items 21, 22, and 23 are capital reserve categories that already exist.

Road reconstruction, bridge repair, and the sand shed are warrant articles.

FIRE DEPARTMENT

The CIP Committee did not have a problem with the Fire Department. \$764,000 is being asked for. S. Williams explained that there is a reserve with \$200,000 already set up for an ambulance, when one is needed. The ambulance earns \$100,000 to \$130,000 per year in revenue. When a new one is needed, this could be a municipal rollover acquisition. The ladder truck is crucial; if it goes there will be no ladder truck until it is replaced. Engine 5 was purchased in 1975. The Engine 1 capital reserve is \$18,000; it is due to be replaced in 2027. The command vehicle, Car 1, is up this year; that will be a warrant article.

T. Hoopes suggested \$500,000 for the equipment replacement reserve for the Fire Department.
PARKS AND RECREATION

Item #2, paving the parking lot, was not recommended, so it is scratched. They have \$12,000 in a reserve.

They are asking for an implement carrier sidewalk plow and a 72 inch mower. The implement carrier is for a future year. They are currently using a John Deere to mow and clear snow from the sidewalks; they are shortening its life by overusing it.

The CIP Committee recommended \$12,000 for the capital reserve and \$25,000 for the sidewalk implement carrier. The total cost of the implement carrier is \$100,000. There was discussion concerning the wording of the \$25,000 request because it does not show that it is a capital reserve.

S. Penney will call Lisa Jones for clarification concerning the wording of the implement carrier request; is this a lease contract or a capital reserve request?

POLICE DEPARTMENT

Good candidate for the (MRA). He is asking for five vehicles; normally he gets one a year but last year he was denied. Now he needs 1 ½ cars per year to keep up; \$57,000 to purchase 1 ½ per year, and the lease program is \$48,000. There is also a large savings on maintenance. The Police Department building does need to be expanded; there is money in a continuing reserve account. \$50,000 is okayed for this capital reserve fund.

SCHOOL

There is no contingency fund for the school. The engineering report on the roof has come in; there is a section of roof that needs to be addressed.

WATER

This department is self-sufficient. They are looking for a new truck, possibly through the MRA.

SOLID WASTE

Item 2 is the building fund capital reserve; this money will be used for grading for the EPA. The estimated cost for reclamation is \$2,000,000; this could either be phased or a bond.

The baler has been scratched; there isn't a building there big enough for it. The present baler is limited as to how much it can bale. The ROI is 5 years, but there is no building for it. The baler is \$89,000. Almost \$23,000 per year is made by recycling. There is a better price given for tighter bales, so the bigger baler will be a good investment. S. Williams suggested putting \$10,000 per year in a capital reserve for the baler.

The town, in the CIP is looking for landfill closure costs; this is for monitoring and addition of 2 new wells with equipment. \$40,000 is being requested for this.

W. Curtin made a motion to approve the CIP figures for the various departments as amended and will meet with the Board of Selectmen on Monday, November 16, 2009, at 5:30

p.m. They will have the paperwork for what is in the capital reserve funds now for that meeting. T. Hoopes seconded; passed unanimously.

IV. ADJOURNMENT

W. Curtin made a motion to adjourn; motion was seconded by S. Williams and passed unanimously.

Respectfully submitted,

Mary Tetreau
Recorder, Workshop Session